BP

Fairbanks District Office
Box 530
Fairbanks, Alaska

December 27, 1966

Mr. George Tritt, Chief
Arctic Village Council
Arctic Village, Alaska

Dear Mr. Tritt:

Thank you for the letter of December 15 giving the names and titles of the present Councilmen. Your questions on organization work are also appreciated.

We are enclosing a proposed Constitution and Bylaws of the Arctic Village Native Association as promised in our letter of November 25. This document has been reviewed in Juneau by the Area Tribal Operations Officer and the Departmental lawyer. Since this Constitution and Bylaws will not require the approval of the Secretary of the Interior, it shall become effective as soon as it is adopted by the membership of the Village.

As this is only a suggested form, parts of it can be changed before the document is adopted by the Village membership.

Voting age -

The State of Alaska allows persons 19 years of age or older to vote in electing its Governor, etc. This proposed document allows the same right to persons of that age group at the village level, if it is adopted.

Number of Councilmen and Quorum -

It is easier to get a quorum of 3 Councilmen together for Council meetings when only five members are on the Council. If the Village decides that seven is better, then four Councilmen would be necessary to provide a quorum for a Council meeting.

Annual Election - Month and Date

It is up to the Village to decide what month is best for holding an election each year. Once the month is agreed upon, the Council can thereafter set a date in that same month each year for holding the election.

It must be understood that once this document is adopted, it must be followed year after year until amendments are made to make it work better for the Village.

You will note we have enclosed the original and an extra copy of the proposed Constitution. Once it is adopted, complete the Certification of Adoption on both of them. If any changes are made, please show them on the extra copy also. The original copy is for your records. The extra copy will be kept in our records. Then, if at any time, the Council wants more copies we can make them and mail them to you.

If we can be of further help to you on this matter, feel free to ask questions and we will do our best to answer them.

Sincerely yours,

Peter P. Three Stars

Peter P. Three Stars
Tribal Operations Officer

Attachments

CC: ✓Area Tribal Operations Officer

CONSTITUTION AND BYLAWS

of the

Arctic Village Native Association
Arctic Village, Alaska

PREAMBLE

We, the native residents of Arctic Village, Alaska, having a common bond of residence on the Venetie (Chandalar) Reservation, in order to promote our welfare through the development of governmental and economic enterprises, do ordain and establish this Constitution and Bylaws.

ARTICLE I - NAME

The name of this organization shall be the Arctic Village Native Association, hereinafter called the Village.

ARTICLE II - MEMBERSHIP

Section 1. ORIGINAL MEMBERS

All persons whose names appear on the village census roll, being all native residents in Arctic Village and its neighborhood thereof, shall be members of the Village. A village membership roll shall be prepared at least once a year at election time and a copy furnished the Area Director, Bureau of Indian Affairs, Juneau, Alaska.

Section 2. NEW MEMBERS

(a) All children of any member who are residents of Arctic Village or the neighborhood thereof shall be members of the Village.

(b) Any native who becomes a permanent resident of Arctic Village may be adopted by the Council by a majority vote in a regularly called meeting.

Section 3. LOSS OF MEMBERSHIP

All members and their minor children who cease to make a permanent home in Arctic Village shall cease to be members of this Village until they resume their residence.

Section 4. MEMBERSHIP RULES

The Village may make rules to govern membership, either for the purpose of carrying out this article or covering membership matters not taken care of in this article.

Section 5. DEFINITION OF RESIDENCE

(a) Any person shall be considered a resident of the neighborhood of Arctic Village who maintains a home within Arctic Village or in any area in the vicinity of Arctic Village which may be reserved or otherwise acquired for the use of the native people of Arctic Village.

(b) Temporary absences shall not constitute loss of residence.

Section 6. DEFINITION OF ADULT

Any person who is 19 years of age or older shall be considered an adult.

ARTICLE III - THE COUNCIL

Section 1. COMPOSITION AND FUNCTION

(a) This shall be a Council composed of five members elected by the adult members of the Village.

(b) The Council shall represent the Village in all its undertakings and shall exercise the powers of the Council enumerated in this Constitution.

Section 2. ELECTION

(a) All adult members in good standing may vote in elections.

(b) Members of the Council shall be elected by secret ballot in the month of ___________ each year, on a day fixed by the Council.

(c) The Council shall organize itself within 30 days after each annual election date by electing from within the Council membership a President, a Vice President, a Secretary, a Treasurer, and such other officers as it may deem necessary.

(d) In the first election under this Constitution, the five candidates receiving the highest number of votes shall be members of the Council.

(e) The members of the Council so elected shall divide themselves into two groups, "A" and "B" by drawing lots. "A" members, of which there shall be three, shall serve one year. "B" members, of which there shall be two, shall serve two years. Thereafter, each member of the Council shall serve two years.

Section 3. TENURE OF OFFICE

(a) The term of office of each elected officer shall expire when his successor is elected and qualified.

(b) The President shall be elected by the Council membership and shall serve for a term of one year.

(c) Each of the members of the Council shall be elected to serve for a term of two years.

ARTICLE IV - POWERS OF THE VILLAGE

Section 1. The Council shall have power -

(a) to manage and control all the governmental and economic affairs and enterprises of the Village.

(b) to protect the natural resources of the Village.

(c) to do all things for the common good which it has done or has had the right to do in the past and which are not against Federal and State Laws as may apply.

(d) to deal with the Federal Government and its agencies and the State Government and its agencies on behalf of the community; to deal with any person, firm, corporation or municipality on behalf of the Village.

(e) to provide for filling vacancies in office consistent with this Constitution.

(f) to levy dues, fees and assessments for community purposes on members of the community and to provide for their collection and enforcement through its ordinances, for the good of the community. No such assessments shall be laid except by resolution of the Council at any regularly called meeting.

(g) The Council may have and use such other powers as may be given to it by the Federal or State Government.

ARTICLE V - BILL OF RIGHTS

Section 1. All members of the village 19 years of age or over shall have the right to vote in village meetings and elections.

Section 2. Members of the village shall have the right to speak and meet freely in a peaceable way.

Section 3. Members of the village shall have equal chance to share in the benefits of the village.

ARTICLE VI - RULE MAKING POWER

The Council shall have power to make rules and regulations to carry out the provisions of the Constitution and Bylaws.

ARTICLE VII - CHANGE OF OFFICERS

Section 1. Any member of the Council or other officer of the village who is convicted of a felony or any other offense involving dishonesty shall lose his office.

Section 2. If the office of a Council member is vacant for any reason, the Council may appoint a successor to serve until the next regular meeting of the community, at which time a member shall be elected to fill the unexpired term.

ARTICLE VIII - FEDERATION

The Arctic Village Native Association may form a federation with the Council of the Native Village of Venetie by appointing a committee to meet with them for the purpose of determining policy for the socio-economic development of the entire reserve (Chandalar).

ARTICLE IX - AMENDMENTS

Amendments of this Constitution and Bylaws may be proposed by a resolution of the Council or of the community which amendments, shall become effective when ratified by a majority vote of adult members, provided that at least 30 per cent of those entitled to vote shall vote in such election.

ARTICLE X - DISSOLUTION

The Constitution and Bylaws shall continue in existence until dissolved by a majority vote of the adult members of this community, provided that at least 30 per cent of those entitled to vote shall vote in such election.

BYLAWS OF ARCTIC VILLAGE NATIVE ASSOCIATION

ARTICLE I - DUTIES OF OFFICERS

Section 1. The President. The President of the Council shall preside over all meetings of the Council and of the community, exercising the usual duties of a chairman and any others delegated to him. He may vote in Council meetings only in case of a tie. The President is charged with general responsibilities for the administration of the community and ordinances and resolutions.

Section 2. The Vice President. The duties of the Vice President, in the absence of a President will be the same as those of a President.

Section 3. The Secretary-Treasurer. The Secretary-Treasurer of the Council shall act as a chairman in the event the President or the Vice President is absent from the village. He shall conduct all correspondence and keep a complete and accurate record of all business transcations of the community or of the Council. He shall record all rules and regulations and ordinances in appropriate books for the information and guidance of the community members. He shall accept, receive, receipt for, preserve and safeguard all funds for which the Council is responsible. He shall make a faithful record of such funds and shall report to the Council all receipts and expenditures and the amount and nature of all funds in his possession or custody. He shall not pay out or authorize disbursement of any funds for which he is responsible except upon authorization of the Council. The Secretary-Treasurer may be required at the request of the Council to give bond satisfactory to the Council.

Section 4. Appointive Officers. The duties of all appointive officers, agents or committees appointed by the Council shall be clearly defined by a resolution of the Council at the time of appointment. No appointive officer shall serve for a term longer than the elective officers. Officers appointed by the Council serve at its discretion and may be removed at any time.

Section 5. The Records. All accounts, records, books and minutes of the community or Council meetings shall be subject to examination by members of the community or the Council, or the agents of the Federal or State Government having authorized business in the Village.

ARTICLE II - QUALIFICATION OF OFFICERS

Section 1. No person may be a candidate for any elective office unless he is an adult member of the Village.

Section 2. No person who has been convicted of a felony may be a candidate for any elective office.

ARTICLE III - TIME AND PLACE OF COUNCIL MEETINGS

Section 1. The Council shall meet on the first business day of the month at 7:30 P.M., unless otherwise ordered by the Council, and at such times as may be voted by the majority of the Council.

Section 2. Special meetings may be called at any time by three members of the Council, or by the President, and must be so called upon petition of 30 per cent of the adult members of the Village.

Section 3. The President may call such other special meetings as he may deem necessary by giving two days notice to the members of the Council.

Section 4. The Quorum. Three Council members shall constitute a quorum for a Council meeting, and for general community meetings, one-third of the membership shall constitute a quorum.

Section 5. Careful and accurate record in the form of minutes shall be kept of all regular and special meetings of the Council and preserved in the appropriate files of the Council.

ARTICLE IV - ADOPTION OF CONSTITUTION AND BYLAWS

This Constitution and Bylaws shall be in effect when it is agreed to by a majority vote of the village members voting in an election called for the purpose; provided that at least 30 per cent of the voting membership take part. The persons entitled to vote are all the adult residents in Arctic Village, Alaska.

CERTIFICATION OF ADOPTION

We, the undersigned members of Arctic Village having been chosen to be the election judges, certify that we were present at an election called for the purpose of adopting this Constitution and Bylaws on ____________________, 1966; that the foregoing was duly adopted at such election by a vote of __________ for, and ________ against; that at least 30 per cent of those entitled to vote cast their ballots.

DATED THIS ____________ DAY OF ____________________, 1966.

____
Chairman, Election Board

____
Board Member

____
Board Member